

### ROUTING AND RECORD SHEET

**INSTRUCTIONS:** Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:

DDIP-PPC

TELEPHONE

NO.

DATE

Executive Registry

6-5280

TO

ROOM NO.

DATE

REC'D

FWD'D

OFFICER'S INITIALS

TELEPHONE

COMMENTS

1.

DDCI

11/16

11/16

CPC

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E/R - file

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Receipt  
S/km - 11/16  
1193

SECRET

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15 November 1954

Administrative Registry

65280

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Briefing for the Task Force on Intelligence Activities  
(General Mark Clark and Colonel Herman Lane)

1. Attached is the first tentative program of briefings for the Task Force on Intelligence Activities. The program is divided into half-day periods of approximately three hours each including question periods.

2. The formal briefings will be similar to those presented to the Special Study Group, and will be followed by conducted visits throughout the Staffs, Divisions, and Branches. Staff and Division Chiefs should prepare programs to cover the conducted visits.

3. The possibility of adjustment of dates at the discretion of the Task Force has been considered and adequate notice will be given to the participants. Visual aids are encouraged and all props should be set up and tested in the Conference Room prior to the briefing period.

4. All briefings scheduled for November will be held in Room 1500 "L" Building. All briefings scheduled for December will be held in Room 1037 "K" Building unless otherwise informed.

5. Any questions pertaining to the program or administrative arrangements connected therewith should be referred to [redacted]

[redacted]  
on matters of policy or where a decision is required.

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25X1A

[redacted]  
Chief, Inspection and Review

25X1A

Attachment:  
Tentative Program for Task Force  
on Intelligence Activities

Distribution:

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